



**STAFF REPORT  
ACTION REQUIRED**

**Request for Quotation No. 3912-06-5341  
Indoor and Outdoor Running Track Repairs and  
Rejuvenation at the Toronto Track and Field Centre at York  
University (4700 Keele Street)**

<b>Date</b>	April 24, 2007.
<b>To:</b>	Government Management Committee
<b>From:</b>	General Manager, Parks , Forestry and Recreation Director, Purchasing and Materials Management
<b>Wards:</b>	Ward 8
<b>Reference Number:</b>	

**SUMMARY**

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The purpose of this report is to seek City Council authority for payment and to award a purchase order to the successful bidder where part of the work has already been completed. The first part of the work for the Request for Quotation No. 3912-06-5341, valued at \$180,000.00 has already been completed. According to Purchasing Bylaw, section 195-16, an award that does not meet the conditions under which Bid Committee or Standing Committee can award, shall be made by Council.

**RECOMMENDATIONS**

**The General Manager of Parks, Forestry and Recreation and the Director of Purchasing and Materials Management recommend that:**

1. City Council grant authority to:
  - a. process payment for work completed for the Indoor Running Track Repairs and Rejuvenation at the Toronto Track and Field Centre, pursuant to Request for Quotation No. 3912-06-5341, to Defargo Sports Surfacing Inc., in the amount of \$180,000.00, net of GST, having submitted the lowest bid.
  - b. award remaining work for the Outdoor Running Track Repairs and Rejuvenation at the Toronto Track and Field Centre, pursuant to Request for Quotation No. 3912-06-

5341, to Defargo Sports Surfacing Inc., in the amount of \$379,000.00, net of GST, having submitted the lowest bid

## Financial Impact

The total quotation award identified in this report is \$592,540.00, including all applicable taxes and charges. The cost to the City net of GST is \$559,000.00. Funding is available in the 2007 Parks, Forestry & Recreation (PF&R) capital account – Community Centres - CPR 123-36-01. The engineering estimate for this contract is \$700,000.00, including all applicable taxes.

## ISSUE BACKGROUND

Purchasing and Materials Management, at its Public Opening held on October 12, 2006, opened the following bids for Request for Quotation No. 3912-06-5341, for Indoor and Outdoor Running Track Repairs and Rejuvenation at the Toronto Track and Field Centre at York University, located at 4700 Keele Street, Toronto:

	<b>Indoor Track</b>	<b>Outdoor Track</b>	<b>Total</b>
Tenderer	Price Complete Net of GST.	Price Complete Net of GST	Price Complete Net of GST
Defargo Sports Surfacing Inc.	\$180,000.00	\$379,000.00	\$559,000.00
Ancaster Paving Ltd.	\$238,860.00	\$409,460.00	\$648,320.00

Defargo Sports Surfaces Inc, being the lowest bidder meeting specifications is recommended for award for the Request for Quotation No. 3912-06-5341

Work for the repair of the Indoor Running Track portion, valued at \$180,000.00 net of GST, had commenced and was completed November 26, 2007, prior to authority being obtained for the award of this contract. Parks, Forestry and Recreation staff took this action in order to accommodate for the arrival of competitors participating in the *International Youth Meet of Champions* being hosted from December 1<sup>st</sup> to the 3<sup>rd</sup>, 2006.

Work for the repair of the Outdoor Running Track portion, valued at \$379,000.00 net of GST has not started pending award by Council and is targeted for completion by end of July 2007.

According to Purchasing Bylaw, section 195-16, an award that does not meet the conditions under which Bid Committee or Standing Committee can award, shall be made by Council. Since this contract was started prior to the award, it must be reported to Council for award and to process payment for the work completed.

Parks, Forestry and Recreation staff responsible for the completion of the project has recognized that the proper procedures were not followed in this instance and have put

measures in place so that this situation will not occur in the future. Training of staff on Purchasing Policies and Procedures through PMMD will be arranged to ensure that this does not happen again.

## **COMMENTS**

Request for Quotation No. 3912-06-5341, for Indoor and Outdoor Running Track Repairs and Rejuvenation at the Toronto Track and Field Centre at York University was issued September 26, 2006 for closing on October 12, 2006. Bidders were required to bid on both the indoor running track repair and the outdoor running track repair separately.

The target date to have the indoor track component of the contract completed was November 27, 2006. The City of Toronto and the York University Track Facility were hosting the *International Youth Meet of Champions* from December 1<sup>st</sup> to the 3<sup>rd</sup>. This event was an International Association of Athletics Federation (IAAF) sanctioned track meet that draws competitors from across North America. The University of Toronto indoor track, the only other indoor facility that could accommodate such an event, was committed to other events and was not available to hold the Championships. Therefore, it was imperative that the indoor track facility be completed by November 27<sup>th</sup>, 2006 to accommodate the arrival of the competitors who were scheduled to train that week in the facility for this event.

October 12, 2006, the Request for Quotation closing date, Purchasing and Materials Management received a letter from Domark Industries that noted a potential conflict of interest between the City's consultant and the supplier and installer of rubber flooring materials listed in the specifications.

After further review and discussion of the matter, it was determined that no conflict of interest existed as the specified material, was replacing identical existing material that is worn out and that no bidder was restricted from receiving pricing on this product.

With concern for having the Indoor facility ready for the event and for meeting the tight deadlines, Parks, Forestry and Recreation staff issued a letter dated November 8, 2006 to Defargo Sports Surfaces Inc., prior to contract award, requesting them to start work on the Indoor Track Repair. This would allow time for the Contractor to have the necessary repairs done prior to the Championships being held at the Centre. Work for the Indoor Running Track was completed November 26, 2006.

The Quotation documentation submitted by the recommended bidder has been reviewed by the General Manager of Parks, Forestry and Recreation and was found to be in conformance with the Quotation requirements.

Parks, Forestry and Recreation staff have compared the bid to the estimated cost and found the price of the recommended bidder to be reasonable and within the budget available.

The Fair Wage Office has reported that the recommended firm has indicated it has reviewed and understands the Fair Wage Policy and Labour Trades requirements and has agreed to comply fully.

## **CONTACT**

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## **SIGNATURE**

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B. Librecz  
General Manager  
Parks, Forestry and Recreation

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L. Pagano  
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